

To enter Concentrator Report information for a particular school, first select [Concentrators](#) on the left side of the page, then choose the [school name \(or school CTDS\)](#). This school name will not change, unless you select the option to change it.

Arizona Department of Education
Internet Data Submission Application

Editing School : **SAMPLE SCHOOL**
[Click Here to Change](#)

Concentrator Fiscal Year Selection

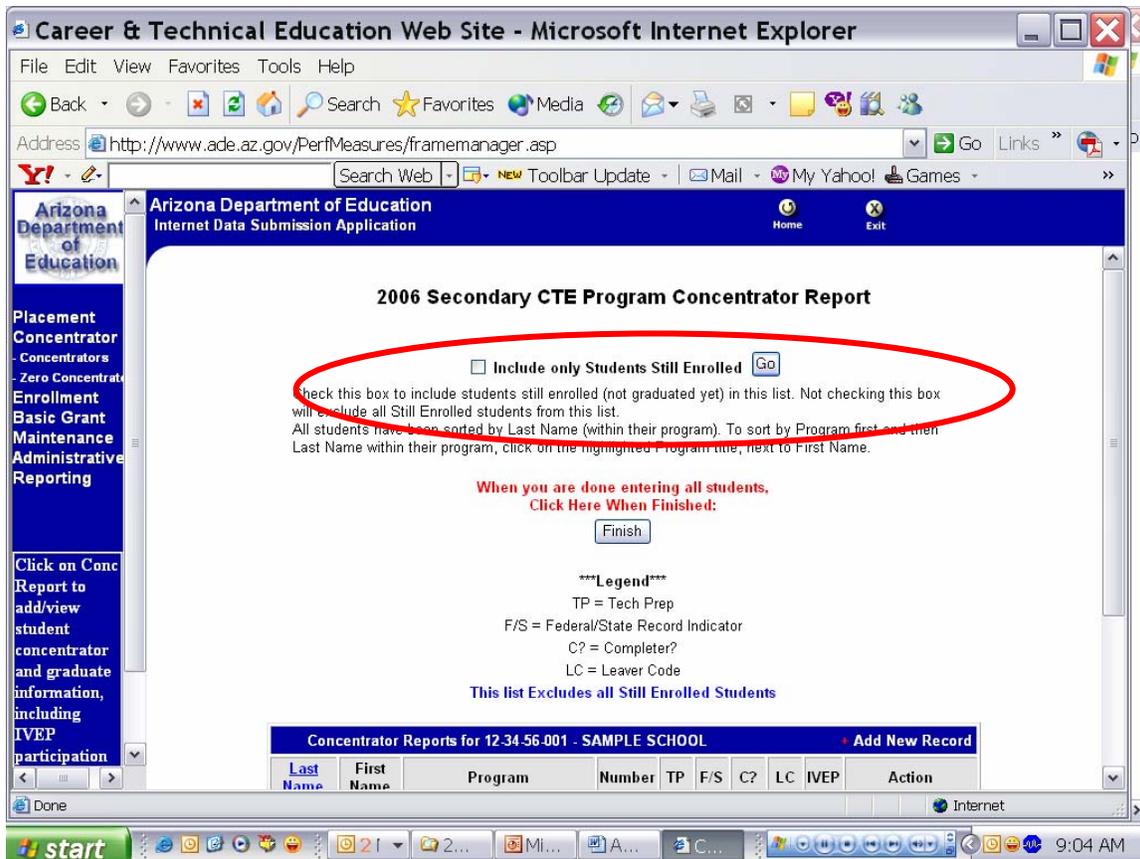
Listing of Fiscal Years	
Fiscal Year	
2006 Graduates	
2005 Graduates	
2004 Graduates	
2003 Graduates	
2002 Graduates	
2001 Graduates	
2000 Graduates	

[< Back](#)

Definition of a Program Concentrator:
A student who completes two Carnegie units of a single CTE program. One Carnegie unit must be at Level III.

The school you have selected will appear in the upper left hand corner. (You can change this by clicking here).

To enter 2006 Concentrator Report information, click on [2006 Graduates](#).



To see only those students that are [still enrolled](#), check this box and click on Go. A new list of only students [still enrolled](#) will display. To see only those students that have [graduated](#) (or left school), uncheck the box and click on Go. A new list of only [graduated](#) students will display.

When you are done modifying/adding all students, click the Finish button below the text **“Click Here When Finished”**. Your 2006 Course Enrollment will be compared to your 2006 Concentrators. If any 2006 Concentrator information is missing for 2006 Course Enrollments, a warning page will appear.

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Include only Students Still Enrolled [Go](#)

Check this box to include students still enrolled (not graduated yet) in this list. Not checking this box will exclude all Still Enrolled students from this list.
All students have been sorted by Last Name (within their program). To sort by Program first and then Last Name within their program, click on the highlighted Program title, next to First Name.

**When you are done entering all students,
Click Here When Finished:**

[Finish](#)

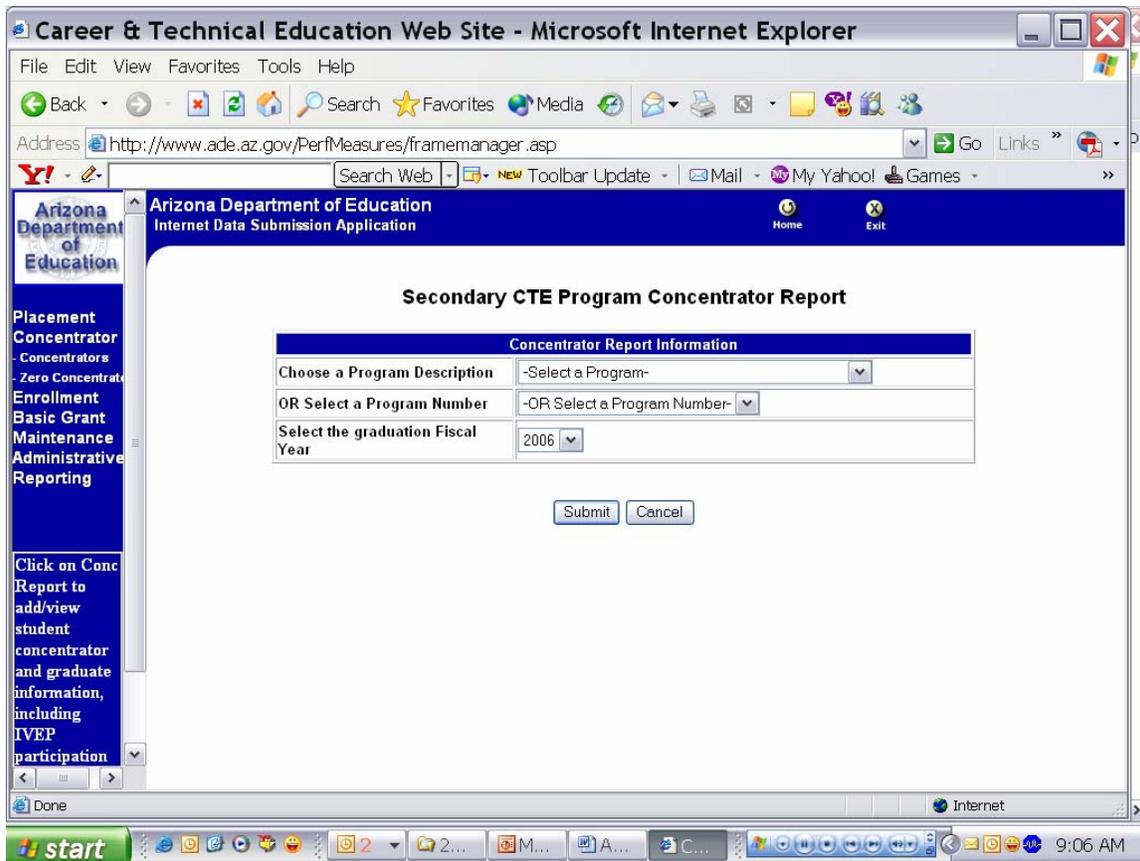
Legend
 TP = Tech Prep
 F/S = Federal/State Record Indicator
 C? = Completer?
 LC = Leaver Code

This list Excludes all Still Enrolled Students

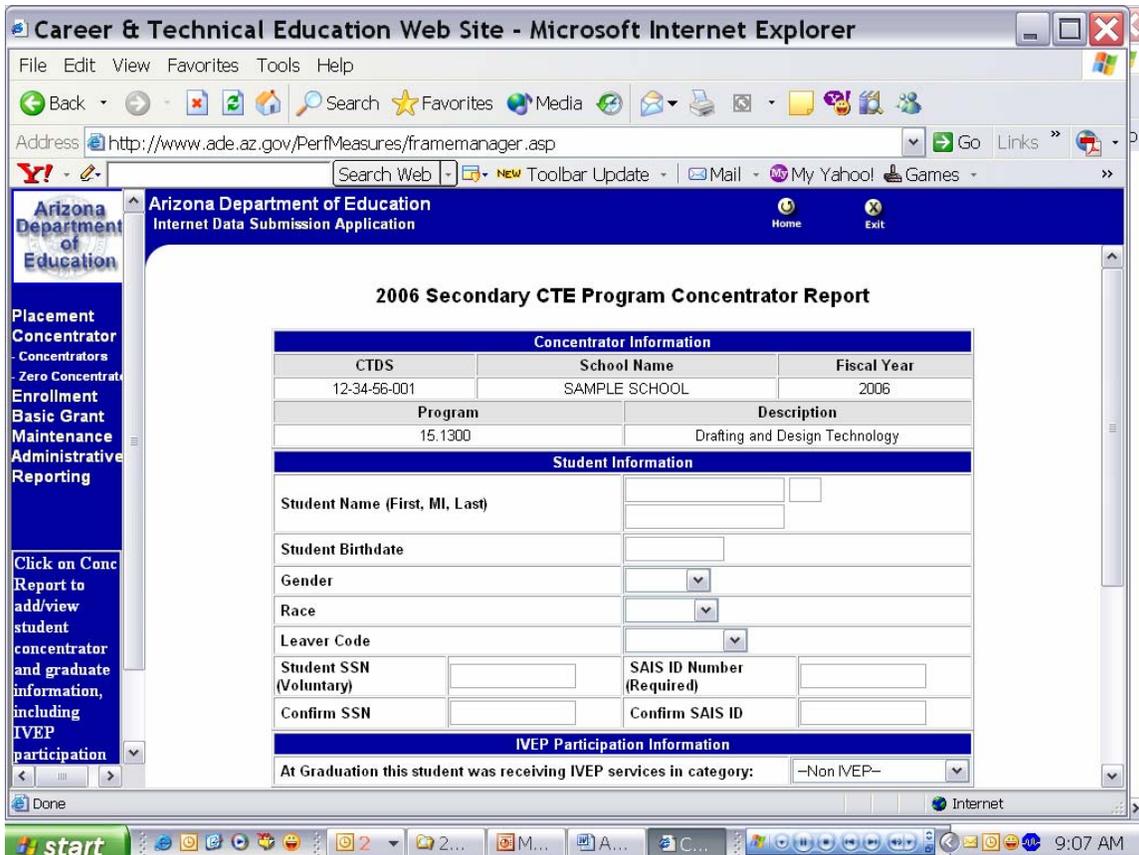
Concentrator Reports for 12-34-56-001 - SAMPLE SCHOOL [Add New Record](#)

Last Name	First Name	Program	Number	TP	F/S	C?	LC	IVEP	Action
Kerwin	Donna	Horticulture	01.0600		F		W7	NO	View Modify Delete
Student	Jack	Culinary Arts	12.0500		F	Y	W7	NO	View Modify Delete
Student	Joe	Information Technology	15.1200		F	Y	W7	NO	View Modify Delete
		Accounting and Related							

To enter a 2006 Concentrator record, click on Add New Record.

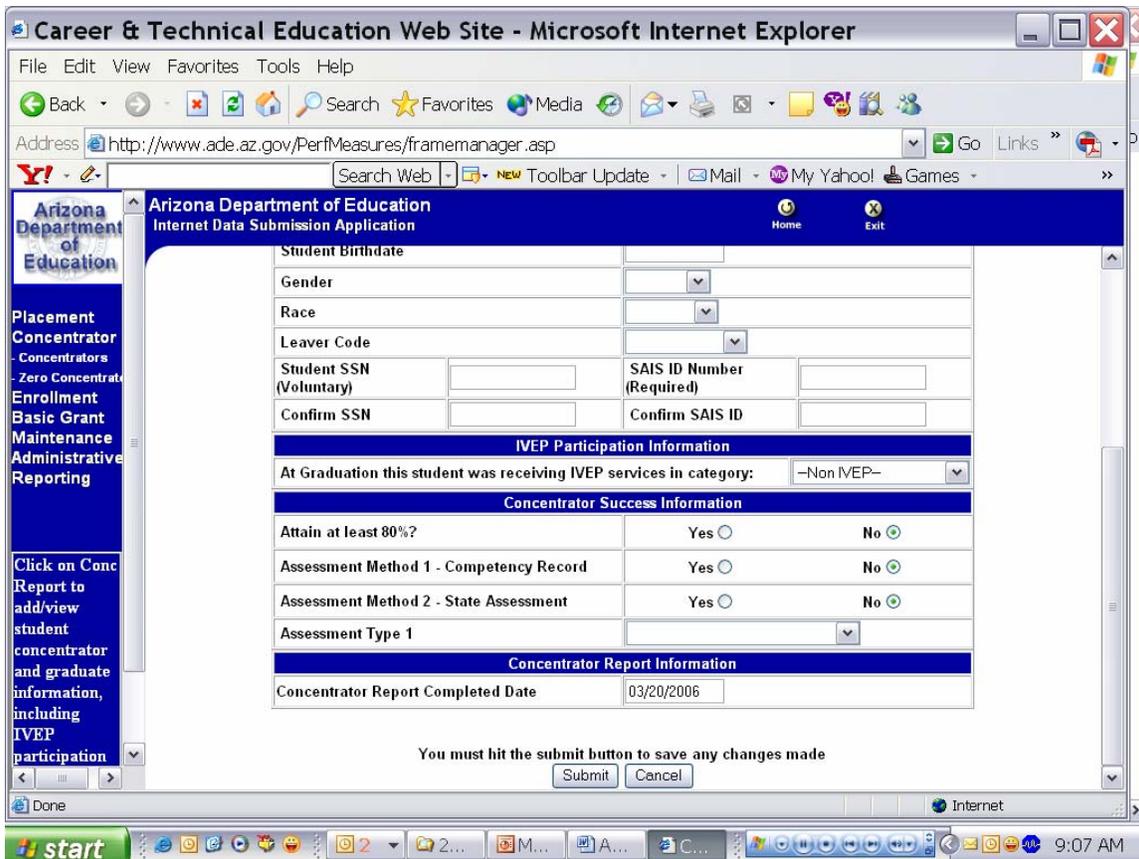


Select a **Program** name or **Number** , then click on **Submit**.



Enter the student's **name**, **birthdate**, **gender**, **race**, **SAIS number** and **optional SSN**. The system allows you to confirm the student's SSN to avoid typos. If you do enter the student's SSN, it will only appear on this Add screen. If you View or Modify this record, the student's SSN will appear as all *****'s for security purposes.

Enter the birthdate as: **mm/dd/yyyy**. Then select the **Leaver Code**.



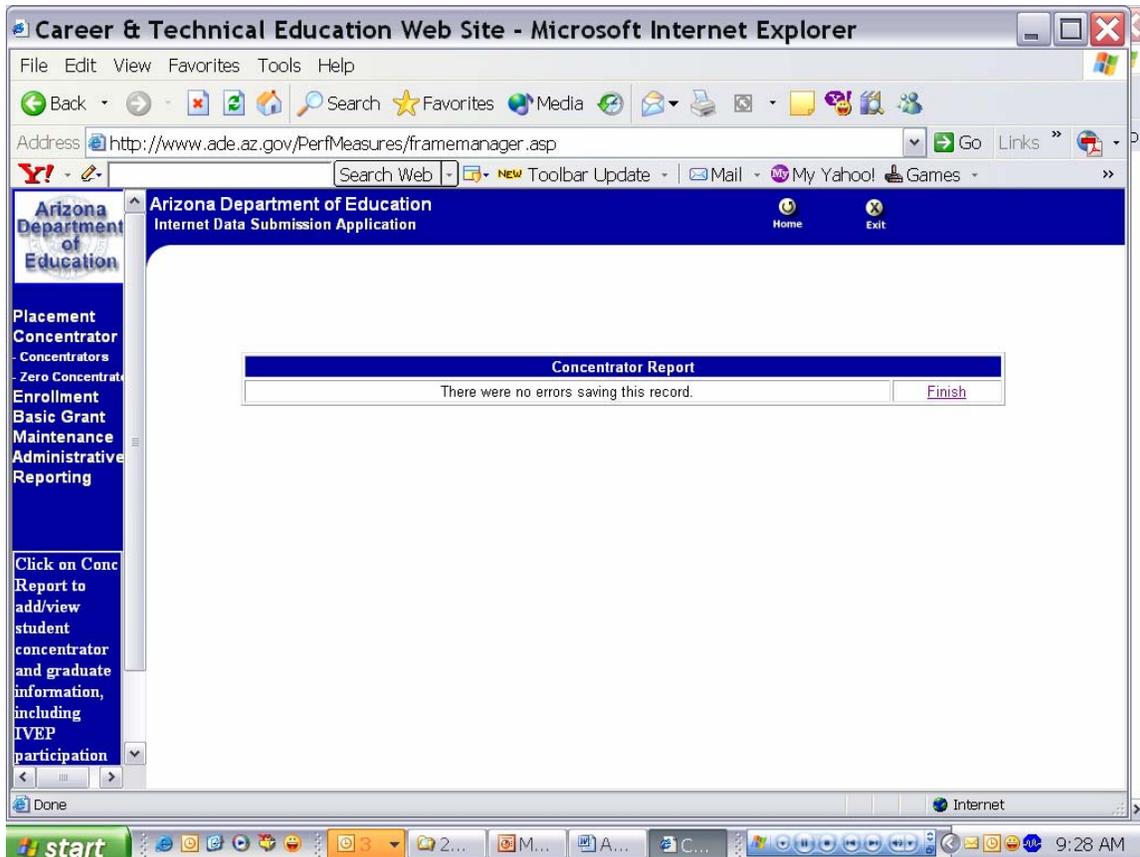
If the student was receiving IVEP services, select the appropriate category.

Also select **Yes** or **No** if the student has Attained 80% of the competencies in that program.

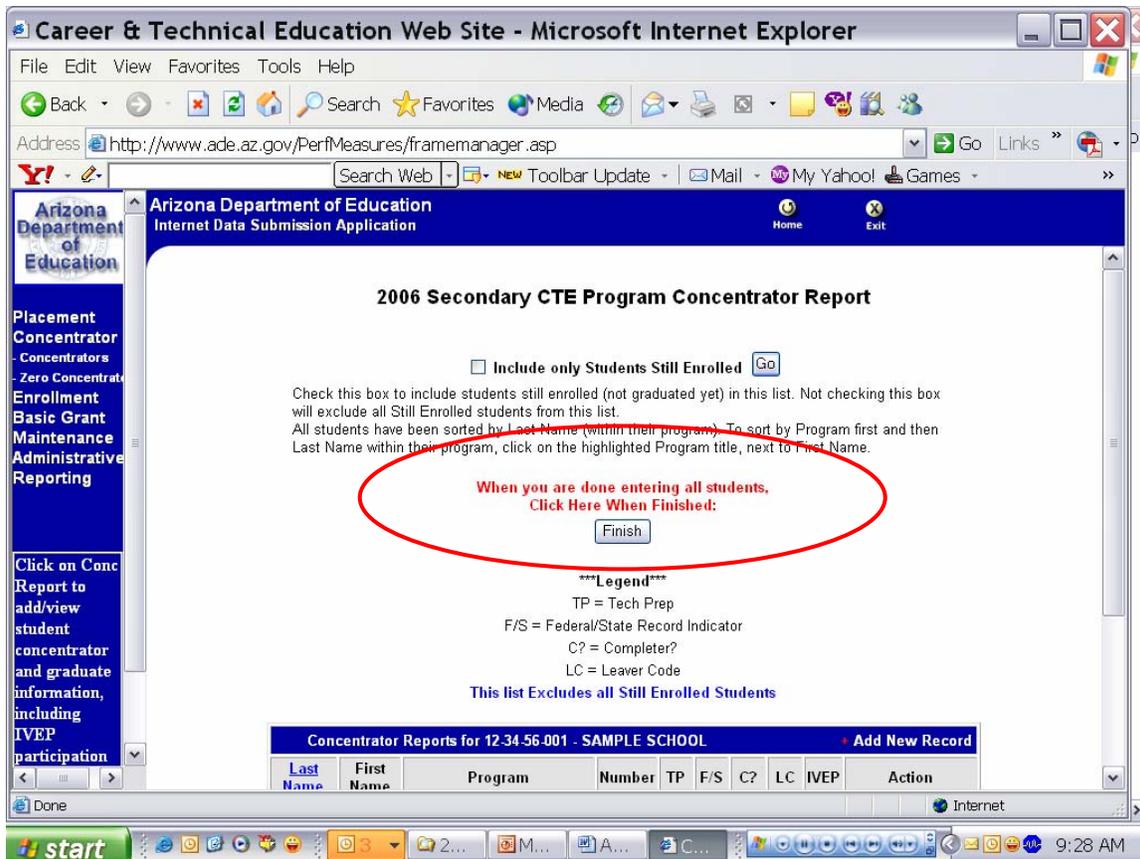
Select the **Assessment Method** – you can select
 Competency Record OR
 State Assessment OR
 Both.

If the Assessment Method is **State Assessment**, please select the **Assessment Type 1**. Click on the drop-down box to select the appropriate NEW assessment test name.

Click on **Submit** to add the record.



Click on [Finish](#) to add the record to the database. You will then be able to review the information that you have added.



When you are done modifying/adding all students, click the Finish button below the text **“Click Here When Finished”**. Your 2006 Course Enrollment will be compared to your 2006 Concentrators. If any 2006 Concentrator information is missing for 2006 Course Enrollments, a warning page will appear.

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2006 Concentrators/Zero Concentrators are missing for the following programs:

For 07.05.16.2011 - AGUA FRIA UNION HIGH SCHOOL

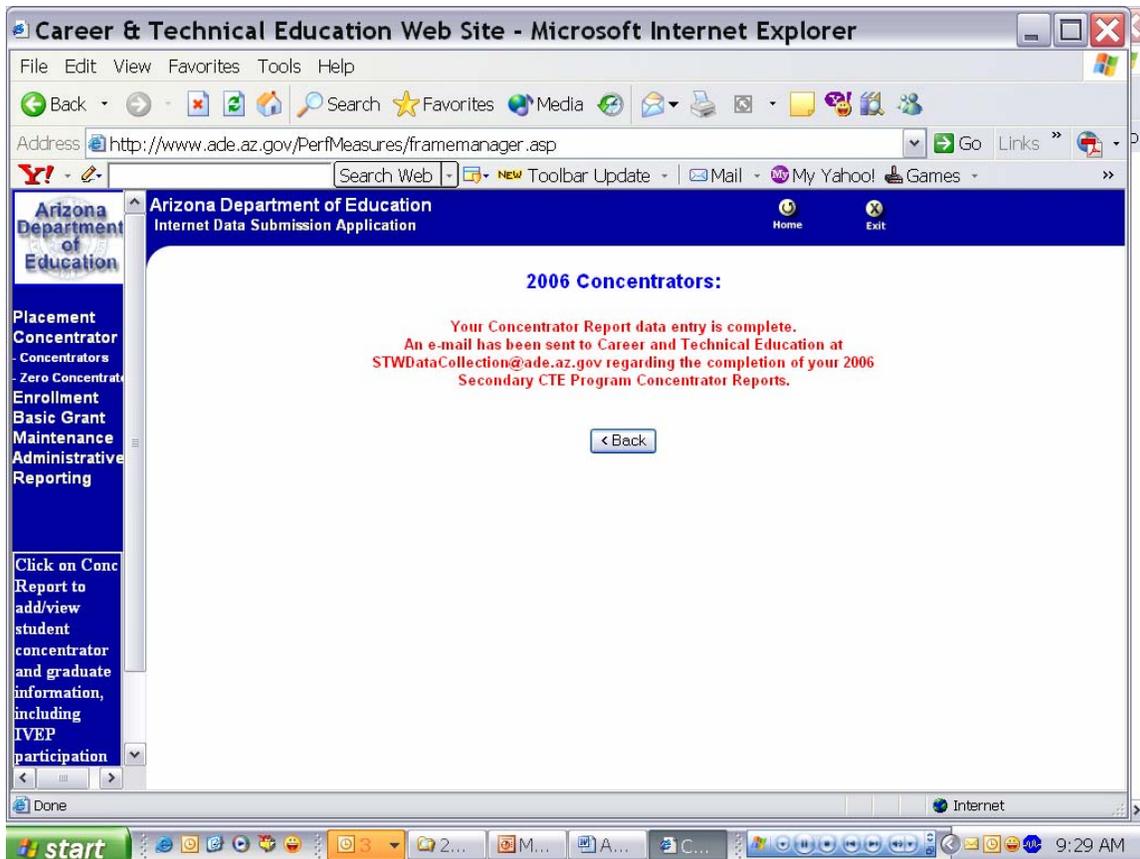
Program CIP	Program Description
510800	Allied Health Services
520200	Business Mgmt & Admin Services
131200	Early Childhood Education
131500	Education Professions
151200	Information Technology
430100	Law Public Safety and Security
521800	Marketing Management and Entrepreneurship
511600	Nursing Services
480700	Woodworking

2006 Course Enrollment was received by CTE for the programs listed above. Please either:

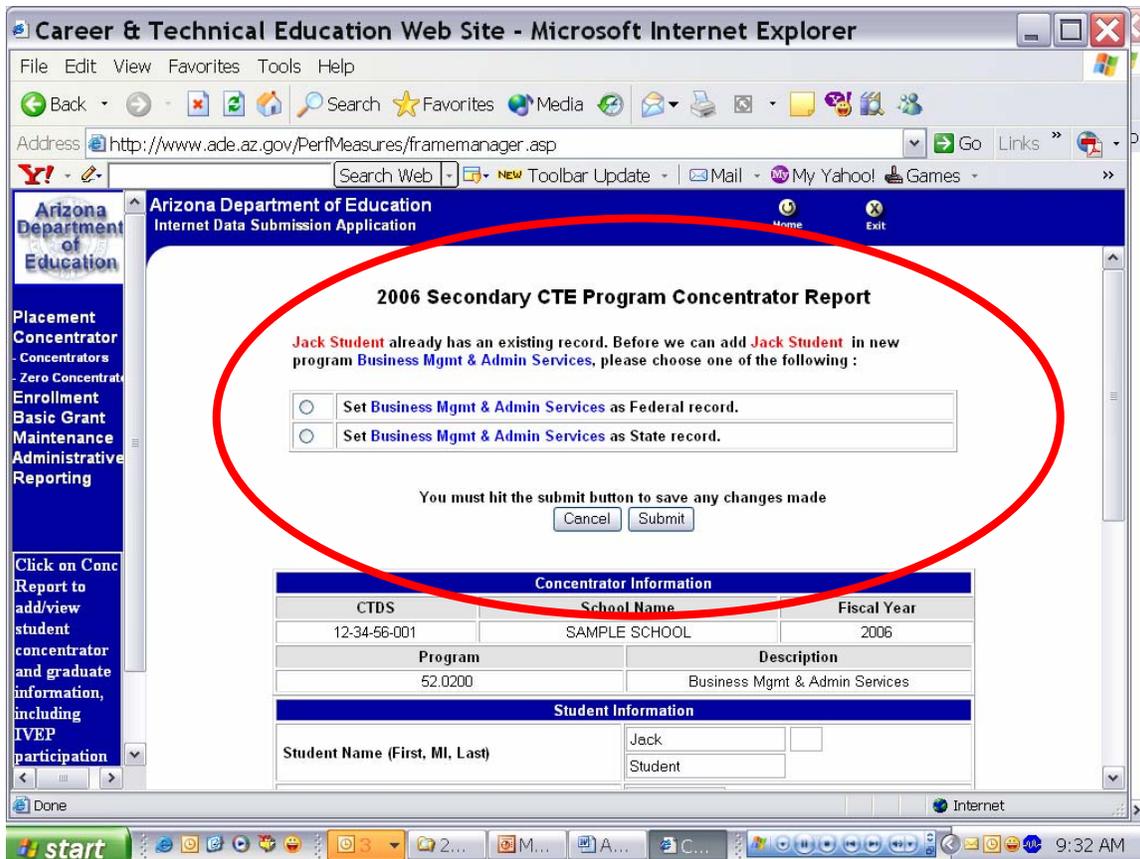
- click on the "Next" button at the bottom of this message to return to the concentrator list and enter the missing concentrator records or
- click on "Zero Concentrators" in the left margin and enter a Zero Concentrator Report, whichever is appropriate to the circumstances of each program.

This step must be completed for each program to comply with the required reporting of concentrator performance information.

This warning page will appear to remind you that you do have 2006 Course Enrollment for the programs listed. Click the Next button to proceed to enter either 2006 Concentrators and/or 2006 Zero Concentrators for these programs.



If there are no missing Concentrators or Zero Concentrators, this message will appear. An email has been sent to the CTE inbox regarding the completion of 2006 Concentrators. No further action is needed, however, you may continue to add or modify 2006 Concentrators/Zero Concentrators. The **“Click Here When Finished”** button is a only a reminder button to let you know if you are missing any programs in your 2006 Concentrators records for which you also have 2006 Course Enrollment.



When you have a student that is in 2 or more programs – this page will appear when you enter the student in the 2nd program. All records are initially set as Federal records, but you need to choose which program will be set as a State record and which program will be set as a Federal record when a student is in 2 or more programs. The web page above allows you to make that choice.

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Include only Students Still Enrolled [Go](#)

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**When you are done entering all students,
Click Here When Finished:**

[Finish](#)

*****Legend*****
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This list Excludes all Still Enrolled Students

Concentrator Reports for 12-34 56-001 - SAMPLE SCHOOL											Add New Record
Last Name	First Name	Program	Number	TP	F/S	C?	LC	IVEP	Action		
Student	Jack	Culinary Arts	12.0500		S	Y	W7	NO	View	Modify	Delete
Student	Joe	Information Technology	15.1200		F	Y	W7	NO	View	Modify	Delete
Student	Jack	Business Mgmt & Admin Services	52.0200		F	Y	W7	NO	View	Modify	Delete

The Federal/State indicator appears here on the summary page.

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Concentrator Reports for 12-34-56-001 - SAMPLE SCHOOL [Add New Record](#)

Last Name	First Name	Program	Number	TP	F/S	C?	LC	IVEP	Action
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Student	Joe	Information Technology	15.1200		F	Y	W7	NO	View Modify Delete
Student	Jack	Business Mgmt & Admin Services	52.0200		F	Y	W7	NO	View Modify Delete

The summary page of 2006 Concentrators will continue to grow as you add Concentrators to the system. You may sort this list by [Last Name](#) or by [Program](#). Click on each column heading to sort by either [Last Name](#) or by [Program](#).